



This SSA Group Theme template is provided to Scout Groups who have a valid Social Partnership Agreement (SPA) in place, and should only be provided on application to the SSA National PR Manager.

The template is for WordPress sites. Before using this template, you will need to have active website hosting in place with a self-hosted WordPress installation.

What is WordPress?

WordPress is a simple, popular way to create your own website. WordPress software powers over 40% of all the websites on the Internet.

Please note the difference between Wordpress.org (self-hosted) and Wordpress.com

- WordPress.org, often called self-hosted WordPress, is the free, open-source WordPress software that you can install on your own web host to create a website that's 100% your own. WordPress itself is completely free, and you will only need to pay your hosting provider for hosting services.
- WordPress.com is a for-profit, paid service that is powered by the WordPress.org software. It's simple to use, but you lose much of the flexibility of the self-hosted WordPress. You will need to subscribe to a business plan in order to make use of this template. This is often more expensive than going the self-hosted route.

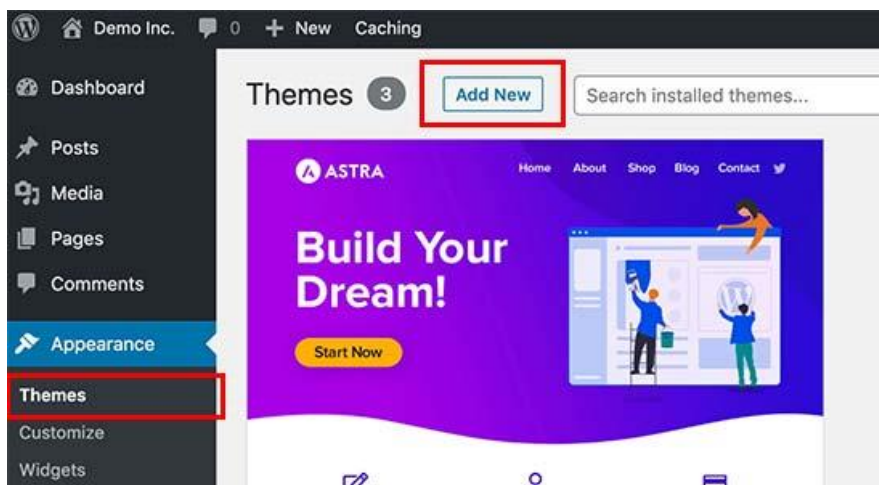
How to install the template (self-hosted)?

Install a Theme by using the Upload Method from WordPress admin

You will need to install the Theme using the upload method from your WordPress admin.

Save the .zip file of this SSA Theme on your computer.

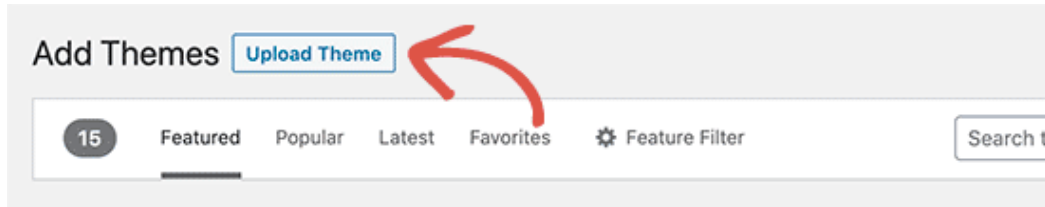
Next, go to the **Appearance » Themes** page in the WordPress admin area and click on the "Add New" button at the top.



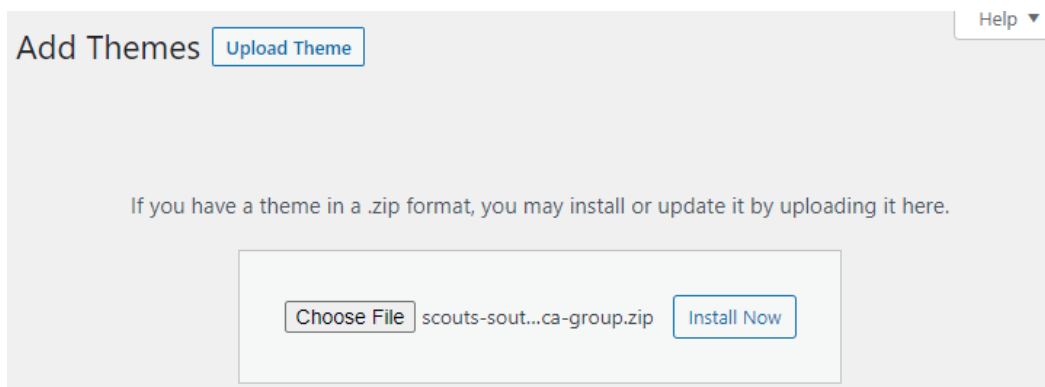


Group WordPress Theme Installation Guideline

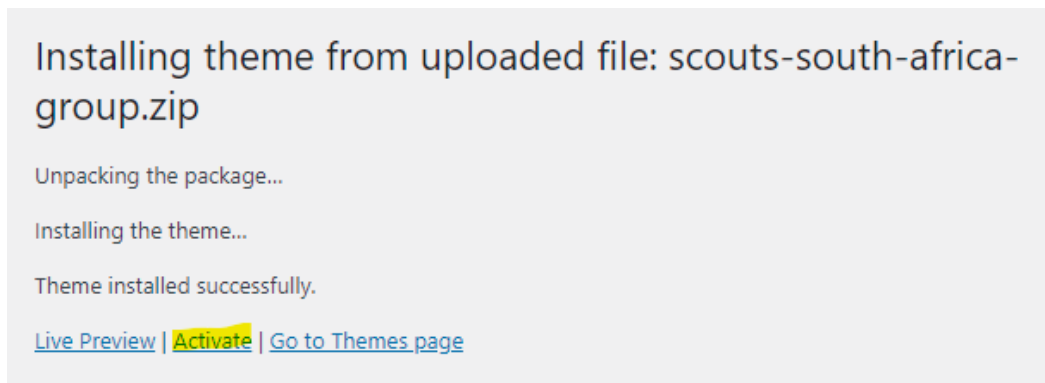
This will take you to the **Add Themes** page showing featured free Themes. Since you already have the Theme you want to install, go ahead and click on the "Upload Theme" button at the top.



You will be prompted to choose the .zip file that you downloaded earlier. Select the file and click "Install Now".



Once your SSA Theme is installed, you will see a success message along with the link to activate and preview the Theme.



Click on the "Activate" link, and you've successfully installed and activated your SCOUTS South Africa WordPress Theme.



Custom settings

Once the SSA Theme is installed and activated, click on the "Customise" button.



You can choose a Scout Group Logo or scarf, title, optional tagline and colours.

Exploring the various settings will allow you to customise:

- Site title (typically your Scout Group name)
- Site tagline (optional wording below the title)
- Optional Scout Group logo
- Site icon
- Primary Top Menu and bottom Footer Menu
- Display sidebar on left right, or not at all
- Add widgets to your sidebar
- Add widgets to the bottom widget area



Please note

- You should **not remove the copyright disclaimer** at the bottom
- You **may use some custom CSS** to further customise your site, **but please:**
 - **Do not change** the SSA promotional branding at the top and bottom
 - **Do not remove** background hessian image
 - **Do not remove or change** the SCOUTS South Africa promotional badge
 - **Do not change** the fonts
 - **Avoid** using colours that would not fit within the SSA brand
 - **Sites and site elements** need to be **aligned to the SSA Marketing and Branding Policy**.

With thanks to Ryan Hultzer for developing the Template and these Guidelines.